



REPLY TO
ATTENTION OF

DAMI-CH

DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR INTELLIGENCE
WASHINGTON, DC 20310-1001



22 APR 1990

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Counterintelligence and Security Support to Contract Linguist Acquisition

1 References:

- a. AR 381-10, U.S. Army Intelligence Activities.
- b. AR 381-20, The Army Counterintelligence Program
- c. DOD 5200.2-R, Personnel Security Program.
- d. DOD 5210.48-R, Polygraph Program.
- e. DOD 5220.22-M, National Industrial Security Program Operating Manual.

2. To supplement internal DOD language capabilities, Army contracts for linguists to support military deployments/operations. These linguists frequently have cultural, familial, financial or political ties to the theater in which they will deploy. Coupled with a potentially hostile deployment environment, these ties raise force protection concerns. Army CI and security support will assist the receiving command in addressing those concerns and promote the safety of deployed forces and the contract linguists.

3. Army will conduct a pre-deployment screening of all contract linguists. This screening will consist of a CI force protection interview conducted by INSCOM, 650TH or tactical CI personnel, and, when required, a security clearance determination by the USA Central Personnel Security Clearance Facility (CCF). A personnel security investigation will be conducted on all individuals employed as contract linguists. Responsibilities follow.

4. The contracting command will:

- a. Ensure that the terms of the linguist contract permit government screening, investigation and disqualification of the linguists. The screening will occur subsequent to a conditional offer of employment to the applicant by the contractor and prior to deployment or utilization as a linguist. The screening process may include use of a polygraph, particularly if SCI access is required. For SCI contracts, ensure the Army

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Contract Support Element, Fort Meade, receives notification of the contract.

b. Obtain funding, as required, for payment of Defense Security Service fees for conduct of investigations required by paragraph 3f below. Additional funding may be necessary to offset unplanned expenses incurred by Army CI and security activities supporting linguist acquisition.

c. Upon identification of a contract linguist requirement, notify INSCOM (ODCSOPS) and/or supporting OCONUS CI assets. Assist the Army Counterintelligence Center in developing a force protection screening questionnaire by providing pertinent area knowledge and specific command concerns. If the contract linguists will require access to classified information, concurrently notify the USA CCF of the linguist requirement. Coordinate with the assigned Army Contract Support Detachment when the contract linguists will require access to SCI.

d. Require the employing corporation to screen applicants to ensure they meet established employment criteria, including US citizenship verification when required. The contractor must provide the applicant a conditional offer of employment prior to the initiation of the screening process by the government.

e. Use CI force protection interview results to assist in determining if the applicant is suitable for deployment/service as a linguist.

f. Ensure an investigation is initiated through the Defense Security Service for all US citizens selected for deployment/utilization. Obtain, when necessary, security clearance eligibility from the CCF.

(1) Contract linguists not requiring classified access will complete an SF 85P and fingerprint card for submission to the Defense Security Service (DSS). [Annotate the SF 85P "DEPLOYED CONTRACT LINGUIST -- CONTACT ARMY (add: COMMAND/ POC/PHONE)," so that DSS may notify the contracting command of any significant issues which may arise during the investigation.] Use the investigation results to assist in determining continued deployment/utilization eligibility [paragraphs 2-200, 3-306 and Appendix I, DOD 5200.2-R w/Change 3 apply]. This memorandum provides approval for conduct of these investigations.

(2) Contract linguists requiring access to classified information will complete an SF 86 and fingerprint card. These will be submitted to DSS after CCF review for interim security clearance eligibility. [Annotate the SF 86 "DEPLOYED CONTRACT LINGUIST -- CONTACT ARMY CCF (add: POC/PHONE)", so that DSS may notify

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Army of any significant issues which may arise during the investigation.] Provide CCF with copies of the SF 86 and the CI screening results for security clearance review. DSS Operations Center-Columbus/Defense Office of Hearings and Appeals (DOHA) makes the final security clearance adjudication; CCF makes final SCI eligibility determinations.

g. Conduct any investigation deemed appropriate for non-US citizens employed as contract linguists. Non-US citizens are not eligible for assignment in positions with access to classified information.

h. Arrange a pre-access CI polygraph examination for any contract linguist requiring access to SCI prior to completion of a Single Scope Background Investigation. The examination will be part of the pre-deployment processing. Advance coordination/scheduling with the INSCOM Polygraph Program Manager (IAOP-PPM) is required. The examination will be preceded by an SCI eligibility review by CCF. Individuals not favorably reviewed for SCI eligibility will not be referred for a polygraph examination. Access to SCI will be precluded until CCF issues an SCI access eligibility determination subsequent to the polygraph examination.

i. Provide the CI agent notes, analysis, and recommendations received subsequent to the screening process to the CI unit supporting the command/activity to which the contract linguist is assigned. Only US government personnel may handle these materials.

j. Certify CCF security clearance eligibility determinations to the command/activity using the contract linguist. Coordinate with the employing corporation to confirm security clearance eligibility determinations made by DSS /DOHA.

k. Coordinate with supporting CI element for debriefing of linguists concluding their assignment.

5. U.S. Army Intelligence and Security Command will:

a. Assume responsibility for screening of all linguists recruited within the US. Coordinate with overseas CI units to support overseas screening requirements.

b. Upon notification that the contracting command will require contract linguist screening, prepare a force protection screening questionnaire using area knowledge and the command's specific force protection concerns. Update the questionnaire as

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required throughout the period in which the command uses contract linguists. Provide a copy of each questionnaire to HQDA, ODCSIINT, ATTN: DAMI-CHI.

c. Upon notification that the contracting command has applicants who meet the established employment criteria, interview each applicant hired within the US using the force protection screening criteria.

d. Conduct appropriate national name checks as part of the screening process.

e. Provide copies of the interview results, along with any agent notes, analysis, and recommendations to the contracting command's government representative. These materials will not be provided to the employing contractor or contractor representative of the contracting command.

f. Conduct a CI polygraph examination of each contract linguist favorably reviewed for SCI eligibility by CCF. The CI force protection interview and completion of the SF 86 must precede the conduct of examination. Coordinate polygraph results with the Army Central Control Office (ACCO) and CCF, as appropriate, prior to notifying the contracting command's government representative of the polygraph results.

g. Forward all original screening documentation to the Investigative Records Repository for retention.

h. Debrief contract linguists concluding their assignment when circumstances preclude OCONUS CI elements from conducting the debriefing.

6. U.S. Army CI assets OCONUS will:

a. Provide CI support as stated in sub-paragraphs 5c, d, e, and g above, as appropriate, upon request by the contracting command when linguists are being hired within theater.

b. Coordinate with appropriate host nation intelligence and security agencies, where practicable, when non-US citizen linguists are being hired within the theater.

c. Debrief linguists prior to departure from theater.

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7. CCF will:

a. Upon notification of contract linguists requiring access to classified information, obtain copies of all relevant and available data necessary to make a pre-deployment security clearance/SCI adjudication.

b. Determine final SCI eligibility upon completion of the investigation.

c. Coordinate with the contracting command's representative regarding significant information received from DSS during the course of the investigation.

d. Certify CCF security clearance/SCI access determinations to the contracting command's representative.

8. This policy was coordinated with the Office of the Assistant Secretary of Defense (Command, Control, Communications and Intelligence), the Office of the Army General Counsel, Office of The Inspector General, and Office of The Judge Advocate General.

9. HQDA points of contact are Regan Smith, CI and intelligence oversight policy, (703) 601-1958 (DSN 329), and Don Stout, personnel security policy, (703) 601-1596 (DSN 329).



BRIAN MCGILL

Colonel, GS

Director, Counterintelligence and
Human Intelligence

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U.S. Army Europe and Seventh Army, ATTN: AEAGB, Unit 29351, APO AE 09014

U.S. Army Forces Command, ATTN: AFIN-CI, Fort McPherson, GA 30330-6000

U.S. Army Pacific, ATTN: APIN-SC, Fort Shafter, HI 96858-5001

U.S. Army South, Unit 1706, ATTN: SOIN, Fort Clayton, APO AA 34004-5000

U.S. Army Intelligence and Security Command, ATTN: IACS, 8825 Beulah Street, Fort Belvoir, VA 22060-5246

U.S. Army Special Operations Command, ATTN: ASOF-INS-C, Fort Bragg, NC 28307-5203

CF:

650TH MI Group

902D MI Group (S3, CSE)

INSCOM (IAOP-PPM)